BCR Branch/Agency \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**APPLICATION FOR ISSUANCE  /  CHANGE OF DOCUMENTARY LETTER OF CREDIT No. \_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_**

**Letter of credit reference no.\*)** \_ \_ \_ \_ \_ \_ \_ **dated** \_ \_ /\_ \_ /\_ \_ \_ \_

We hereby request Banca Comerciala Romana S.A.(**Bank**) to issue / change a Letter of Credit upon our order:  on SWIFT

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Form of the documentary letter of credit:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | **Bank of the beneficiary:** | | | | | | | | | | | | | | | | | | | | | | |
| [Irrevocable](#Tipul) | | | | | | [Transferable](#Tipul) | | | | | | | | | [Revolving](#Tipul) | | | | | | | | [Standby](#Tipul) | | | | | [Name:](#Banca_beneficiar) | | | | | | | | | | ……………………………………………………… | | | | | | | | | | | | |
| **Confirmation instructions:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | [Offices:](#Banca_beneficiar) | | | | | | | | | | ……………………………………………………… | | | | | | | | | | | | |
| [Confirmed](#Instrucțiuni" \o "Indicați dacă acreditivul va fi confirmat de către altă bancă, dacă se va emite neconfirmat sau dacă instrucțiunea menționează că se poate adăuga confirmarea.) | | | | | | | | Unconfirmed | | | | | | | | | | | May be added | | | | | | | | | [SWIFT code:](#Banca_beneficiar) | | | | | | | | | | ……………………………………………………… | | | | | | | | | | | | |
| **Applicant:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | **Beneficiary:** | | | | | | | | | | | | | | | | | | | | | | |
| [Name:](#Ordonator" \o "Completați numele complet și adresa companiei dumneavoastră, numărul de cont, umărul de telefon, adresa de e-mail și persoana de contact.) | | | | ........................................................................ | | | | | | | | | | | | | | | | | | | | | | | | [Name:](#Beneficiar" \o "Completați numele complet al părții în favoarea căreia se emite acreditivul, adresa și numărul de cont.) | | | | | | | | | | ……………………………………………………… | | | | | | | | | | | | |
| [Offices:](#Ordonator) | | | | ………………………………………………………………… | | | | | | | | | | | | | | | | | | | | | | | | [Offices:](#Beneficiar) | | | | | | | | | | ……………………………………………………… | | | | | | | | | | | | |
| [Tax Code:](#Ordonator) | | | | ………………………………………………………………… | | | | | | | | | | | | | | | | | | | | | | | | [Account no. / IBAN Code:](#Beneficiar) | | | | | | | | | | | | | | | | | | | | | | |
| [Account no. / IBAN Code:](#Ordonator) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | \_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ | | | | | | | | | | | | | | | | | | | | | | |
| |\_|\_|\_|\_|\_|\_|\_ |\_ |\_ |\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_ |\_ |\_ |\_ |\_ |\_ |\_ |\_ | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | [Letter of credit endorsed by the bank:](#Beneficiar) | | | | | | | | | | | | | | | | | | | |
| [Point of contact](#Ordonator): ……………………………………………………  [Telephone:](#Ordonator) .......................…………………………………………  [E-mail:](#Ordonator) ……………………………………………………….……. | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | [You are authorized to endorse this letter of credit to the beneficiary via a banking correspondent of your choice](#Beneficiar) | | | | | | | | | | | | | | | | | | | |
| **Details related to the letter of credit:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| [Date and place of credit letter expiry:](#Data_si_locul_expirarii)  \_\_/\_\_/20\_\_\_\_ | | | | | | | | | | | | | | | | | | | | | | | | | | | | [Last date of delivery:](#Ultima_data_de_livrare" \o "O dată certă până la care se poate livra marfa ce face obiectul acreditivului și care trebuie să fie în interiorul valabilității acreditivului)  \_\_/\_\_/ 20\_\_\_\_ | | | | | | | | | | | | | | | | | | | | | | |
| **[Value and currency](#Suma" \o "Menționați suma în cifre și litere, valuta acreditivului și toleranță - dacă există.)****[:](#Suma" \o "Menționați suma în cifre și litere, valuta acreditivului și toleranță - dacă există.)** [(in figures)](#Suma" \o "Menționați suma în cifre și litere, valuta acreditivului și toleranță - dacă există.)  ………………………………………………………………………………….. | | | | | | | | | | | | | | | | | | | | | | | | | | | | [Partial deliveries:](#Livrari_partiale) | | | | | | | | [Allowed](#Livrari_partiale) | | | | | | | | | | [Not allowed](#Livrari_partiale) | | | | |
| [(in letters)](#Suma" \o "Menționați suma în cifre și litere, valuta acreditivului și toleranță - dacă există.)  ......................................................................................................... | | | | | | | | | | | | | | | | | | | | | | | | | | | | [Transfers:](#Transbordari) | | | | | | | | [Allowed](#Transbordari) | | | | | | | | | | [Not allowed](#Transbordari) | | | | |
| [Tolerance to value:](#Suma) \_\_\_ [% plus](#Suma) \_\_\_ [% minus](#Suma) | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | | | | | | | | | | |
| **\*)** [Value of the credit letter](#Suma)  [will](#Suma) increase by  [will](#Suma) decrease by | | | | | | | | | | | | | | | | | | | | | | | | | | | | **\*)**  validity extension until: \_\_/\_\_/ 20\_\_\_\_ | | | | | | | | | | | | | | | | | | | | | | |
| [Currency:](#Suma) ……… Amount in figures[:](#Suma)  ……………………………………………………………………… | | | | | | | | | | | | | | | | | | | | | | | | | | | | **\*) Other changes in the terms of business:** | | | | | | | | | | | | | | | | | | | | | | |
| [\*) New value of the letter of credit:](#Suma) | | | | | | | | | | | | | | | | | | | | | | | | | | | | ………………………………………………………………………… | | | | | | | | | | | | | | | | | | | | | | |
| [Currency:](#Suma)  ………  [Amount in figures:](#Suma) ……………………………………………………………. | | | | | | | | | | | | | | | | | | | | | | | | | | | | ......................................……….....……………………………….... | | | | | | | | | | | | | | | | | | | | | | |
| [Charges and commissions of the **Issuing Bank** are paid by:](#Comisioane_banca_emitenta) | | | | | | | | | | | | | | | | | | | | | | | | | | | | [Charges and commissions of the **External Bank** are paid by:](#Comisioanele_Bancii) | | | | | | | | | | | | | | | | | | | | | | |
| \*\*)  [Applicant](#Comisioane_banca_emitenta) | | | | | | | | | | | | | | | | [Beneficiary](#Comisioane_banca_emitenta) | | | | | | | | | | | | [Applicant](#Comisioanele_Bancii) | | | | | | | | | | | | | | [Beneficiar](#Comisioanele_Bancii)y | | | | | | | | |
| \*\*) According to  offer no. ...... of .../ .../ 20... accepted by  Applicant /  facility contract no. \_\_\_\_ of ....../......./20...... | | | | | | | | | | | | | | | | | | | | | | | | | | | | [Conformation fee is paid by:](#Comisioanele_Bancii) | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | [Applicant](#Comisioanele_Bancii) | | | | | | | | | | | | | | | [Beneficiar](#Comisioanele_Bancii)y | | | | | | | |
| [Usable with:](#Utilizabil_la" \o "Bifați banca la care acreditivul va fi domiciliat pentru plată.) | | | | | [Issuing bank](#Utilizabil_la) | | | | | | | | | | | Endorsing bank | | | | | | | | | | | | [Any bank](#Comisioanele_Bancii) | | | | | | | | | | | | | | | | | | | | | | |
| [By:](#prin" \o "Utilizabil prin variantele următoare) | | | Sight payment | | | | | | | | Payment due .......... days after ................... | | | | | | | | | | | | | | | | | | | | | | | | | | [Acceptance](#Prin_acceptare_de_trate) | | | | | | | | | | [Negotiation](#Prin_negociere" \o "Reprezintă cumpărarea prin avansarea sau agreerea avansării de fonduri de către banca desemnată care va cumpăra, trata și/sau, documentele prezentate pentru plată.) | | | |
| **Delivery of goods:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Place of takeover for uploading / place of reception of the goods: | | | | | | | | | | | | | | | | | | | | | ……………………………………..........… | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| [Uploading dock / departure airport](#Livrare_marfuri): | | | | | | | | | | | | | | | | | | | | | ……………………………………...…........ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| [Downloading dock / Destination airport](#Livrare_marfuri): | | | | | | | | | | | | | | | | | | | | | ……………………………………..........… | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Final destination / Place of delivery | | | | | | | | | | | | | | | | | | | | | ...………………………………………....... | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **[Name of goods/services:](#Denumirea_marfurilor_serviciilor" \o "Completați descrierea mărfurilor (în engleză).)** | | | | | | | | | | | | | | | | | | | | | ...………………………………….......…… | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Delivery condition:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | **Incoterms 2010** | | | | | | CFR | | | | | CIF | | | | | | CIP | | | | CPT | | | | | DAP | | DAT | | | DDP | | | | | | | | | EXW | | | | FOB | | | FAS | | FCA |
| Place: ………………… as per:  Contract No. ……………. , Date …………. ,  Pro forma invoice no. ……………… , Date ………… | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Order confirmation no. …………….. , Date ……………. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Requested documents:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Commercial / fiscal invoice | | | | | | | | | | | | | | manually signed in | | | | | | | | | | | …...........…. original docs and | | | | | | | | | | | | | | copies …..........… | | | | | | | | | | | |
| Full set of original bill of ladings issued: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| [upon](#Documente_solicitate) the applicant’s order | | | | | | | | | | | | | [upon](#Documente_solicitate) the order of …………………………… | | | | | | | | | | | | | | | | | | | | | upon order, endorsed in white, marked: | | | | | | | | | | | | | | | | |
| freight paid at destination | | | | | | | | | | | | | [prepaid freight](#Documente_solicitate) | | | | | | | | | | | | | | | | | | | | | Notified Party ................…………..…………………………………… | | | | | | | | | | | | | | | | |
| Certified / Insurance policy for the value of CIF/CIP plus ........ %, covering all risks | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| [CMR Copy for Sender](#Documente_solicitate) | | | | | | | | | [AWB original for shipper](#Documente_solicitate) | | | | | | | | | | | | | | | RWB duplicate | | | | | | FCR | | | Handover-reception protocol signed by ……………………………………............….. | | | | | | | | | | | | | | | | | |
|  | List of …… original packaging and ...... copies  Original Certificate of Origin ...... and ..... copies  Original EUR1 Certificate …. and …. copies | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| .........................………………………………… | | | | | | | | | | | | | | | | | | | | ………....………………………………… | | | | | | | | | | | | | | | | | | | | ……………………....…………………… | | | | | | | | | | |
| [An insurance document should be requested only if the beneficiary is to insure the goods. If the percentage is not mentioned, 10% shall apply to the CIF or CIP value of the goods, as per The Uniform Customs and Practice for Documentary Credits.](#Documente_solicitate) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Deadline for submitting documents:** Documents have to be submitted in ............ days after the delivery date, but within the validity of the letter of credit. Unless the number of days for submitting the docs is stated, as per The Uniform Customs and Practice for Documentary Credits, the 21 days deadline shall apply after the delivery date. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| [**Documents submitted in the use of the letter of credit**](#Documente_solicitate) : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| [shall be picked up by our representative from the BCR HQ: B-dul Regina Elisabeta nr.5, sector 3 Bucuresti, Romania](#Documente_solicitate) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| [shall be sent to our offices by CARGUS courier / a different courier selected by the bank, to our address:](#Documente_solicitate) …………….…………………………………………………………………………………………………………………..  To the attention of................………………………………………………………………………………………………… | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Issuance and payment of the letter of credit** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | We hereby authorize you, upon our order, to issue and make the payment in compliance with the above-mentioned instructions[.](#Bifati) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| [**Issuance and payment of the letter of credit shall be made:**](#Bifati) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | From the credit facility granted as per the credit contract no \_ \_ /\_ \_\_ \_\_ \_ concluded between the Bank and the Applicant  Integral;  Partially, amount and currency (in figures) ……………………………….. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | From the collateral deposit, in which respect we hereby authorize you to charge the account / IBAN code no.: |\_|\_|\_|\_|\_|\_|\_|\_ |\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_|\_ |\_|  with the amount representing the value of the letter of credit, increased by the tolerance value (if any) and to pledge a collateral deposit on which a mortgage is established in favor of the Bank.  Integral;  Partially, amount and currency (in figures) ……………………………….. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Details related to the collateral deposit** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The amount that represents the collateral deposit is made unavailable until \_\_/\_\_/\_20\_\_\_\_\_[[1]](#footnote-1), but no sooner than the fulfillment of all the obligations towards the Bank, as derived from the application herein. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The interest granted by the Bank for the unavailable amounts from the collateral deposit is \_\_\_\_\_\_\_% per year. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The mentioned interest is: | | | | | | | | | | fixed | | | | | | | variable throughout the contract duration. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Interest premium is granted: | | | | | | | | | | upon the expiry/extension of the maturity of the deposit | | | | | | | | | | | | | | | | | | | | | | | | | monthly | | | | | | | | | quarterly | | | | | biannually | |
|  | | | | | | | | | | annually | | | | | | | | at a different periodicity, i.e. \_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Other terms and conditions** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The Letter of Credit shall observe the Uniform Customs and Practice for Documentary Credits, a publication issued by CIC Paris, applicable upon the letter of credit issuance date.  By signing the Letter of Credit herein, the Applicant authorizes the Bank and grants the Bank full authority, on behalf of and at the expenses of the Applicant or any other guarantor of the Applicant, to take any action, at the Bank’s discretion, considered necessary and/or recommendable, so as to fulfill the terms and conditions set in the demand herein.  The legal rapports that derive from the transmission and acceptance of this application are subject to the provisions set in the Business Terms and Conditions for Legal Entities and Freelancers/Self-Employed Persons (TCGA), the provisions set in the Terms and Conditions related to the Documentary Letters of Credit (TCAD), which are part of this, as well as the provisions of Chapter 14 (*Special provisions – documentary letters of credit*) from the General Credit Conditions (CGC), applicable in case the letter of credit is issued by using a credit facility, as TCGA and CGC are posted on the website of the Bank [www.bcr.ro](http://www.bcr.ro), and which are considered to be fully accepted by the Applicant, by the signing of the aplication herein. In case of discrepancy between the provisions of TCGA / CGC or the provisions set in the application herein, the provisions set in the application herein shall prevail. The Applicant explicitly accepts the bank’s limitation of liability for (i) the documents authenticity, (ii) the transmission and translation of documents, and (iii) the restrictions imposed by commercial, economic, financial sanctions or legal restrictions, as per the above-mentioned facts. By signing the application herein and the establishment of the collateral deposit, the Applicant validly establishes a first rank mortgage upon the collateral deposit, under the terms set in TCAD, respectively in Chapter 14 (*Special provisions – documentary letters of credit*) from CGC in case the letter of credit is issued by the use of a credit facility. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The Bank reserves the right to not pay the letter of credit and to not implement any instruction regarding the letter of credit, in case the payment and/or the implementation of that respective instruction could lead to the infringement by the Bank of any commercial, economic or financial sanctions deriving from any piece of legislation, regulations, embargoes or restrictive measures imposed, enacted or implemented by the United Nations Security Council, the European Union, Romania or any government, institution or official agency of them.  The applicant declares that they received all the necessary information for the identification of the deposit guarantee layout that Banca Comerciala Romana takes part in, as presented in the Form for the information provided to the depositors, as well as the categories of deposits excluded from the deposit guarantee layout protection, as presented in the List of deposits excluded from the guarantee.  For sending correspondence by email, we kindly ask you to use our email address: [DTB.TradeFinance.DocumentaryBusiness@bcr.ro](mailto:DTB.TradeFinance.DocumentaryBusiness@bcr.ro).  The correspondence and documents sent by using the email addresses of the Bank and of the Applicant, as mentioned in the application herein, shall have the evidentiary value of an original doc.  By signing this application, the Applicant declares that they acknowledged and accepted all the terms and conditions set in the demand herein. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Information filled in this form is actual and complete.  Authorized signatures of the Applicant  First name, last name, job, signature  \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_  Date \_ \_/\_ \_/\_ \_ \_ \_ | | | | | | | | | | | | | | | | | | | | | | | | | | To fill in by the Bank  Authorized signatures: Date \_ \_/\_ \_/\_ \_ \_ \_ | | | | | | | | | | | | | | | | | | | | | | | | |

1. In case of opening a deposit, it shall be mentioned the date resulting from the following calculation: date of validity of the credit letter +15 calendar days

   /maturity. In case of deposit increase, it shall be mentioned the date of validity of the deposit, as set upon its establishment.

   (\*) To fill in in case of credit letter change. The remaining terms and conditions shall stay the same.

   (\*\*) To fill in in case commissions are paid by the applicant. [↑](#footnote-ref-1)